

6 December 1988

MEMORANDUM FOR: Director of Training and Education

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FROM:

[REDACTED]

Chief, Secretarial, Administrative, and  
Communications Training Division

SUBJECT:

Weekly Report

1. Mr. G. Robert Criswell, Dean of Student Services, and Mr. Robert Dunlap, Dean of Instructional Services from Central Texas College will be in SACTD from 7 - 9 December 1988 to provide training to our Directorate counselors on the administrative requirements of our program with Central Texas College. During this period they will also discuss with us specific requirements for the curriculum and interview potential instructors for evening courses.

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2. C/SACTD;

[REDACTED]

SACTD/STB instructor; and Joan

[REDACTED] met with the Office of the General Counsel on 2 December to discuss the legal ramifications of the Central Texas College project. They were briefed on the proposed plan, and asked for advice on issues such as Title V, possible conflicts of interest [REDACTED]

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[REDACTED] will review the information and provide SACTD with an opinion by mid December.

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[REDACTED]